

## **National Oceanic and Atmospheric Administration Chief Information Officer's Council Charter**

### **A. PURPOSE:**

The National Oceanic and Atmospheric Administration (NOAA) Chief Information Officer's (CIO) Council serves as the principal forum for NOAA CIOs to share effective information technology (IT) management practices and information nature and to establish NOAA-wide IT policies, procedures and practices. The CIO Council will oversee NOAA-wide IT projects and operations which are funded via organizational cost distribution and other projects as tasked by the NOAA CIO, or NOAA management.

### **B. MEMBERSHIP:**

- Chair, NOAA CIO
- Vice-Chair, NOAA Deputy CIO
- Line and Staff Office CIOs:
  - NWS
  - OFA
  - NOS
  - NESDIS
  - OAR
  - NMFS
  - OMAO

### **C. OFFICERS:**

The Chairperson is the NOAA CIO. The Vice-chair is the NOAA Deputy CIO.

### **D. SCHEDULE:**

The CIO Council meets once a month or at the call of the Chair.

### **E. PROCEDURES:**

Meeting minutes will be documented and disseminated to members for review and approval within 2 weeks after the meeting date. An official archive of all meetings and CIO Council documents will be maintained by the NOAA Office of the Chief Information Officer.

The CIO Council will strive to reach decisions by consensus with one vote per member. If no consensus can be reached, the NOAA CIO will make a determination in the best interests of NOAA.

**F. COMMITTEES:**

The CIO Council has the authority to establish standing committees and working groups as necessary to consider items of concern of the Council.

**G. STAFF SUPPORT:**

Staff support is provided by the IT Planning, Policy and Analysis Office within the NOAA CIO's office.

Adopted June 27, 2002.